



SAFETY AND BUILDINGS DIVISION  
201 West Washington Avenue  
P.O. Box 7969  
Madison, Wisconsin 53707

September 17, 2004

MUNI # 48151  
PATRICIA MITCHELL, CL/TR  
VILLAGE OF MILLTOWN  
PO BOX 485  
MILLTOWN, WI 54858

Dear Municipal Official:

We have reviewed your ordinance for the municipal adoption of the Uniform Dwelling Code (UDC) and found it acceptable. You may begin enforcing the UDC per its administration and enforcement requirements of Ch. Comm 20, for at least all new one- and two-family dwellings as well as new alterations and additions to dwellings originally built since June 1, 1980. Note that all inspections must be performed by properly certified inspectors.

However, we strongly recommend that your ordinance create the position of building inspector and list the qualifications, powers and responsibilities of the position. Perhaps this is already done elsewhere in your ordinances.

Enclosed is an order form for purchasing forms and UDC seals, one of which must be assigned to each new dwelling. (Please note your municipality number above when completing the order form.) The yellow copy of the building permit application, on which the seal number is indicated, must be forwarded to us within 30 days of issuance.

Feel free to contact me if you have any questions.

Sincerely,

Duane Hubeler  
UDC Consultant  
Tel. (608)266-1390